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SCOPE OF SERVICES FOR A NEW COMPREHENSIVE PLAN

**REQUEST FOR QUALIFICATIONS (RFQ)
CITY COUNCIL BRIEFING
SEPTEMBER 25, 2008**

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PRESENTATION OUTLINE

- **Austin Consultant Selection Process**
- **Project Overview**
- **Project's Goal's**
- **Plan's Anticipated Components**
- **Expertise Required**
- **Anticipated Tasks**
- **Anticipated Deliverables**

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AUSTIN'S CONSULTANT SELECTION PROCESS

- **Request for Qualifications (RFQ) released**
- **Consultants prepare and submit responses**
- **Panel reviews submissions (structured process using City Council approved evaluation criteria including an interview)**
- **Panel makes a recommendation for award of the contract**

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AUSTIN'S CONSULTANT SELECTION PROCESS

- **Council awards the contract**
- **Staff negotiates scope of services and fee with selected Consultant**
- **Contract is executed**
- **Notice to Proceed is given**

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PROJECT OVERVIEW

The City of Austin is seeking the services of a consultant team with extensive experience and skills in the development of comprehensive plans and establishing processes to maintain and update comprehensive plans.

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PROJECT OVERVIEW

- **An aggressive two-year timeline.**
- **Active engagement with community stakeholders, the Planning Commission, City Council, staff, regional inter-agency working groups to develop the plan.**
- **Process results in inclusive, transparent, and *timely* decisions.**

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**THE GOAL IS TO CREATE A COMP
PLAN THAT. . .**

- **Provides a framework for shaping and managing growth.**
- **Is supported by current and accurate data.**
- **Incorporates best practices regarding urban design, transportation, environmental stewardship, and sustainability.**

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**THE GOAL IS TO CREATE A COMP
PLAN THAT. . .**

- **Addresses key issues facing Austin**
- **Links growth and development policies to the Capital Improvement Plan and bond programs**
- **Includes other implementation measures and strategies**
- **Provides a framework for more detailed long-range plans**

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THE GOAL IS TO CREATE A COMP PLAN THAT. . .

- Tells a compelling and engaging story about Austin's future.
- Recognizes how Austin's history has shaped its identity.
- Is clear, simple, visually attractive, and straightforward to use.
- Provides a mechanism for review, updates, and amendments.

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THE GOAL IS TO CREATE A COMP PLAN THAT. . .

- Focuses on the physical and economic aspects of the City as well as social issues such as human services and public safety.
- Identifies and establishes consensus for legacy projects.
- Integrates regional planning efforts such as CAMPO and Envision Central Texas .

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ANTICIPATED PLAN COMPONENTS

VISION AND POLICY FRAMEWORK

Lays out the vision for the community and incorporates and integrates key themes to respond to the question “Where are we going?”

CITY CHARTER REQUIREMENTS

The ten city charter-required elements and addresses the question “How do we get there?”

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CITY CHARTER REQUIRED ELEMENTS

- 1—Future land use element**
- 2 —Traffic circulation and transit element**
- 3—Wastewater, solid waste, drainage and potable water element**
- 4—Conservation and environmental resources element**
- 5—Recreation and open space element**

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CITY CHARTER COMPONENTS OF A COMPREHENSIVE PLAN

- 6—Housing element**
- 7—Public services and facilities element
that includes but not be limited to a
capital improvement program**
- 8—Public buildings and related facilities
element**
- 9—Economic element for commercial
and industrial development and
redevelopment**
- 10—Health and human services element**

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WE ARE LOOKING FOR EXPERTISE IN. . .

- Public participation, facilitation, and
visioning**
- Land use planning**
- Transportation planning and engineering**
- Land development regulations,
including current best practices such as
form-based codes**
- Civil Engineering**
- Urban Design**
- Solid Waste Management**

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WE ARE LOOKING FOR EXPERTISE IN . . .

- **Health and Human Services Planning**
- **Housing Policy**
- **Regional Planning**
- **Arts and Culture Planning**
- **Parks and Recreation**
- **Economic Development**
- **Capital Improvement Planning and Coordination**

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ANTICIPATED TASKS AND SERVICES

•TASK ONE—DEVELOP PUBLIC PARTICIPATION PLAN

- | | |
|--|---|
| • <i>Develop and conduct opinion surveys (Web-based self-selected, and scientific)</i> | • <i>Presentations to neighborhood associations and other organizations</i> |
| • <i>Product identification/branding (name, themes, look and feel of project)</i> | • <i>"Strengths, Weaknesses, Opportunities, and Threats"</i> |
| • <i>City-wide issue identification workshops and focus groups</i> | • <i>(S.W.O.T. analysis)</i> |
| • <i>City-wide charrettes and/or educational workshops</i> | • <i>Newsletters</i> |
| | • <i>Interactive project Web site</i> |
| | • <i>Visual preference survey or similar surveying method</i> |

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ANTICIPATED TASKS AND SERVICES

•TASK TWO—PROJECT STARTUP ACTIVITIES (*concurrent with public participation plan development*)

- Refine project work plan
- Review/background research
- Stakeholder interviews
- City Council and Planning Commission meeting(s)
• (joint or separate)
- Participate in the project public kickoff meeting(s)

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ANTICIPATED TASKS AND SERVICES

•TASK THREE—REVIEW DATA / ANALYSIS OF EXISTING CONDITIONS

•TASK FOUR—DEVELOPMENT CAPACITY, TRENDS, DEMAND ANALYSIS, AND GROWTH SCENARIO TESTING

•TASK FIVE—DEVELOPMENT OF DRAFT VISION AND POLICY FRAMEWORK COMPONENT

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ANTICIPATED TASKS AND SERVICES

- TASK SIX—DEVELOPMENT OF DRAFT PLAN ELEMENTS**
- TASK SEVEN: REFINEMENT OF PLAN ELEMENTS**
- TASK EIGHT: PLAN ADOPTION PROCESS**

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ANTICIPATED DELIVERABLES

- Public Participation Plan**
- Final work plan and revised schedule of planning process**
- **Various surveys and survey results**
- Summary report of existing conditions and inventory analysis**
- Development Capacity, Trends, Demand Analysis, and Preferred Growth Scenario Report**

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ANTICIPATED DELIVERABLES

- **Key Issues Report and Vision and Policy Framework Component of the Comprehensive Plan**
- **Draft Comprehensive Plan for public review**
- **Refined Draft Comprehensive Plan for public review**
- **Comprehensive Plan - Adoption Draft**

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QUESTIONS?

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